

## Kids Care Center Data Changes – ARP Cohort 10 Overview 2022-2023

This information provided to you highlights some of the key aspects of Kids Care Center (KCC) data entry and changes to data reporting. As noted in your grant guidance and award letters, changes have occurred at the federal level in what/how they measure program success (GPRA measures) and what data is reported. In order to comply with these changes, KCC has and will continue to undergo revisions to align with the federal changes.

Please be sure you read this and share it with any other staff responsible for data collection and/or KCC reporting.

Significant changes highlighted in yellow below. Other smaller changes described below, not in yellow.

### Program Personnel

- Create/identify staff
- Complete Staff Information Sheets for ALL STAFF. These MUST be done each year or they will not be counted in reports (due October 31). Staff hired after October 31 should be added to KCC as they come on board the program.
  - Existing staff: use the roll-over --DO NOT EDIT existing sheet
  - New staff: use new sheets for new staff

### Site Mgmt. Data Requirements

**DESE demographics** (includes: Free/Reduced Lunch, Limited English Proficient, Special Needs, and parent involvement); Title I. These must be entered each year after October 1 as free/reduced lunch data is not available until October.

**The DESE demographics names/labels have changed to: students who are economically disadvantaged (free/reduced lunch), students who are English learners, students with disabilities, family members of students**

- **Hours of Operation** (due September 30)
- **Weeks and Days of Operation** (due September 30)
- **Site Profile:** Update Site Profile, be sure to complete all data for grades served and when open during year (due September 30)
- **Partners/ Partner Resources:** Enter all partners as specifically listed in approved/awarded grant (due October 31). Also, enter resources for each partner (due quarterly)
- Site Yearly Demographics (due October 31)

### After School Program Data Requirements

- **Program setup, activity setup** (at a minimum, enter this for: math, reading/language arts, and science, program and activity schedules, enrollment of students—ongoing (due September 30)
- **Afterschool attendance:** Attendance is required monthly. Each month's attendance must be entered by the 15th of the following month.

### Case Mgmt. Data Requirements

**There is no longer a distinction between less than 30 days and 30 days or more. All data is reported for all students regardless of days attended. Evaluation will continue to use attendance by these days, but not for federal reporting purposes.**

**Tip:** if a student attends less than 10 days, they should probably be deleted from the program—if they have not re-enrolled. Failure to do this will require you to report all data on those students! Your decision.

**Note:** It will also no longer be acceptable to report "data not available" for students. Continuation reports were enhanced this year to include multiple places for signatures of data sharing between school and program. The federal reporting system no longer includes an option for no data available.

Below are the three federally required academic and social-emotional outcome data reporting elements each grantee is therefore required to report on:

**Grades Reporting:**

- Fall pre-grades for math, reading and science grades (1<sup>st</sup> and 2<sup>nd</sup> quarters or 1<sup>st</sup> semester): **for all students regardless of days attended**—this is a new federal requirement. (Due January 31.)
- Spring post-grades for math, reading and science grades (3<sup>rd</sup> and 4<sup>th</sup> quarters or 2<sup>nd</sup> semester): **for all students regardless of days attended**—this is a new federal requirement. (Due June 15.)
- If your grade reporting is on different reporting schedules than those listed above, please submit a description to [afterschool@dese.mo.gov](mailto:afterschool@dese.mo.gov) for reporting timeline alternatives.

**MAP/State Assessment and Disciplinary Reporting:**

**DESE will obtain both of these data elements through the process described below.**

- DESE will use a state match to upload MAP (state assessments) and Disciplinary data. For this to work, all grantees **must** use MOSIS numbers for their students. The correct MOSIS numbers must be entered in KCC. (Grantees should have already been using MOSIS numbers. For those who have not, you must work to obtain them for your students and update student records accordingly.)
- The state data matching process will rely on the MOSIS numbers to match between systems. DESE will attempt to collect this data for each grantee.
  - However, for any students that are returned as not-matched, it will be the responsibility of the grantee to obtain that data and report it to DESE.

**Teacher Surveys (Social-Emotional Data):**

- Data to report on teacher surveys will come from the Devereux Student Strengths Assessment (DESSA) system. The Missouri AfterSchool Network (MASN) will coordinate this process annually with grantees. The data collected will then be analyzed by the statewide 21<sup>st</sup> CCLC evaluator. The DESE will also use the data from the surveys for the federal reporting.

**Attendance/Activities Info to Know:**

**Federal reporting now requires attendance to be reported by activity and the actual time spent in math, reading, and science activities.** The actual time will be calculated within KCC for you, but it will only be done and correct if you enter your data correctly and timely.

**Attendance must be taken and reported by appropriate activities (math, reading and science).**

**Activities may cover any or all three (math, reading and science), attendance entry by the activity is mandatory.**

- The data elements used in creating the activity in KCC will be used with the reported attendance days to calculate the time students spend in each activity.
- We are not requiring grantees to do anything but create activities with accurate start/end times and accurate daily attendance in those activities.
- We require demonstration that enough activities are offered that equal or exceed the number of hours a site is actually serving children.

**Data certification is due no later than June 15!!!**

This certification process ensures DESE your KCC data is complete and correct to the best of your knowledge.